



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-2

Ada Pena, Treasurer
Hispanic PAC USA Inc.
4201 Linnean Avenue, NW
Washington, DC 20008

APR 28 1999

Identification Number: C00250217

Reference: Year End Report (11/24/98-12/31/98)

Dear Ms. Pena:

This letter is prompted by the Commission's preliminary review of the report(s) referenced above. The review raised questions concerning certain information contained in the report(s). An itemization follows:

-Please provide the total(s) for Line 20, Columns A and B of the Detailed Summary Page. Note that changes in your figures may affect your Column B totals on this report and/or on subsequent reports.

A written response or an amendment to your original report(s) correcting the above problem(s) should be filed with the Federal Election Commission within fifteen (15) days of the date of this letter. If you need assistance, please feel free to contact me on our toll-free number, (800) 424-9530. My local number is (202) 694-1130.

Sincerely,

A handwritten signature in cursive script, appearing to read "Scott Francis", is positioned above the typed name.

Scott A. Francis
Reports Analyst
Reports Analysis Division

The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that every entry, no matter how small, should be recorded to ensure the integrity of the financial data. This includes not only sales and purchases but also expenses, income, and any other financial activity. The second part of the document provides a detailed breakdown of the company's revenue streams. It identifies the primary sources of income and analyzes their contribution to the overall financial performance. The third part of the document focuses on the company's expenses, detailing the various costs incurred in the course of its operations. This includes salaries, rent, utilities, and other overheads. The final part of the document presents a summary of the company's financial position, highlighting the key findings and providing recommendations for future actions.